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Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF CERTIFICATION OF HEALTH OFFICERS
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UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Approved Board Meeting Minutes
1000 Washington St., Boston, MA 02118
Room 1C
April 19, 2016
11:00 a.m.

The following Board members were present:

Michael Feeney, Chair
Kitty Mahoney
Steven Ward
Bruce Murphy
Dr. David Kaplan

The following Board members were absent:

Bob Bracey
Beverly Hirschhorn

The following staff members were present:

Peter Kelly, Executive Director
Sheila York, Board Counsel

1) Call to Order

The meeting was called to order at 11:36 am

2) Board Minutes

The Board reviewed the following meeting minutes:

- Board Meeting – December 1, 2015

The minutes should be amended to reflect Mr. Feeney (present) and Dr. Kaplan's (absent) attendance. Also, item # 4 should note that the Board discussed having exam questions aligned to a specific content area and having an exam content outline that could be provided to exam applicants. Board staff will confirm whether the exam is paper or computer based.

Motion to approve as amended by: K. Mahoney, Seconded by: Dr. Kaplan – Unanimously Approved



3) **CEU Audit**

The Board reviewed CEU's submitted for the 2015 audit.

The following licensees submitted CEU's that were approved:

Walter Erickson # 207

John Morrell # 224

Deborah Carona # 289

William Burke III # 301

Karen Walega # 319

Paul Mazzuchelli # 346

Lou-Ann Clement # 361

Derek Fullerton # 367

Artell Crowley # 369

Julia Junghanns # 381

Board staff did not receive the information that was sent by the following licensee. Board staff is waiting for information to be resent. Information received will be reviewed and approved by the Board Chair.

Phyllis Boucher # 217

4) **CHO Exam Update**

Mr. Ward provided a review and update on the exam development progress including the 3-core functions and 12-essential services. The new exam will remove redundancy with the Sanitarian exam, reflect national standards and broaden the applicant pool. Approximately 60% of the questions will be new and will include some scenario based questions. The new exam retains about 40% of the existing exam questions. The existing questions were divided into domains and include areas of technical public health.

It was noted that the exam information bulletin will need to be updated to reflect the new content areas and related reference materials. A self-study guide may need to be developed.

Presenting and promoting the new exam at professional association meetings was discussed. Board Counsel advised that members must receive DPL approval prior to offering presentations.

Mr. Ward discussed the adding new members or paid consultants to the subcommittee to review the new exam questions. Board Counsel noted that any new subcommittee or consultants would need to sign waiver from the exam vendor. Further legal review would be required for the use of paid consultants.

The Chair noted the exam qualifications should be broadened to include health care practitioners in lieu of just physicians as well as those that have relevant military experience but may lack the formal education. Ms. Mahoney agreed with the experience pathway.

No formal action required

5) **Board Appointments**

Board staff will continue to check on Board appointments and if any updated requests should be submitted.

6) **Board Counsel Report**

Sheila York, Board Counsel provided an update on Executive Order # 562 regulation review and public hearing process.

Also, an update on Executive Order # 567 was provided. As a result of guidance provided by the U.S. Supreme Court in a recent ruling involving the North Carolina Dental Board, this Executive Order requires that the Director of the Division of Professional Licensure review, and potentially deny any rule, regulation or policy proposed by the Board that may be anti-competitive.

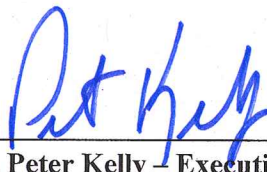
Board Counsel provided a reminder on Conflict of Interest and Open Meeting Laws.

7) **Miscellaneous**

Board staff will review dates in September or October for the next Board meeting.

Meeting adjourned at 12:55 pm

Respectfully submitted by:



Peter Kelly – Executive Director

Documents used at the public meeting:

Meeting Agenda (4/19/16)

Draft Meeting Minutes (12/1/14)

2015 CEU Audit Submissions